

**Minutes of the Health & Human Services (HHS) Committee**  
**Friday, October 10, 2014**

Chair Yerke called the meeting to order at 8:30 a.m.

**Supervisors Present:**

Gilbert Yerke (Chair)

Jeremy Walz

Christine Howard

Duane Paulson

Bill Zaborowski

Janel Brandtjen

**Supervisors Absent:**

Tom Schellinger

**Also Present:**

Senior Financial Analyst Steve Trimborn

Legislative Policy Advisor Sarah Spaeth

HHS Deputy Director Laura Kleber

Clinical Services Manager Joan Sternweis

Public Health Manager Dr. Nancy Healy-Haney

Public Health Officer/Epidemiologist Ben Jones

Outpatient Services Coordinator Gordon Owley

Senior Financial Analyst Clara Daniels

HHS Director Antwayne Robertson

Veterans' Services Manager Tom Ludka

Mental Health Administrator Jeff Lewis

Administrative Services Manager Randy Setzer

CJCC Coordinator Rebecca Luczaj

**Discuss and Consider 2015 Operating Budgets for the Following Divisions in the Department of Health & Human Services (HHS):**

**Veterans' Services**

Ludka presented the 2015 veterans' services budget including financial and position summaries, strategic outcomes, program highlights and activities. Ludka explained how the department has expanded its social media and online presence.

Paulson said state funding for this program (\$13,000) has remained the same for many years. Paulson is proud of this fantastic organization. Ludka said the state is getting more rigid with program standards and recently denied grants to Brown and Vernon Counties. Brandtjen and Paulson said they would support supplanting county tax levy into the program should the state grant end.

Brandtjen asked who handles the division's Facebook account? Ludka said one staff member handles the Facebook account, website and emails.

Ludka and the committee discussed upcoming changes to veterans' benefits.

Motion: Brandtjen moved, Paulson second, to approve the 2015 veterans' services budget. Motion carried 6-0.

**Clinical Services**

Sternweis, Owly and Lewis presented the clinical services budget. Sternweis began the presentation by reviewing the clinical services personnel changes outlined on page 145 of the 2015 proposed budget, which creates 5.0 FTEs, abolishes 2.65 FTEs, increases overtime 0.33 FTE, funds a previously unfunded clinical therapist position and reclassifies two job titles.

In response to Brandtjen's question, Sternweis and Owly talked about the populations served by the mental health center, vendors and other facilities.

Sternweis and Owly reviewed the 2015 clinical services division budget including program descriptions, program highlights, outcomes and activities, highlighting new and ongoing collaborations. The clinical services division budget is comprised of the mental health outpatient – clinical and mental health outpatient-intensive programs.

In response to Yerke’s question, Sternweis explained which funding sources are ongoing and which are one-time grants as outlined on page 181 of the 2015 proposed budget book.

In response to Brandtjen’s question, Sternweis said the mental health outpatient-clinical program budget includes funding for state mental health institute placements and other contracted services.

In response to Yerke’s question, Sternweis said the new in-house pharmacy is included in the mental health outpatient-clinical program budget and then she updated the committee on the progress of pharmacy, which is expected to provide affordable medications to clients.

Paulson noted that the entire HHS department county tax levy allocation increases \$170,000 in 2015 of which \$165,452 is included in the mental health outpatient-clinical program budget.

In response to Yerke’s question, Sternweis explained that the department recently began coding in-house again. Coding must adhere to defined state and federal processes and procedures.

Lewis reviewed the 2015 mental health center operating budget including financial summary, outcomes, objectives and highlights. Building repairs included in the budget are needed to maintain hospital licensure.

In response to Paulson’s questions, Lewis said the mental health center budget provides adequate funding for most situations. Lewis then explained how video interviews are conducted in mental health facilities.

Motion: Howard moved, Zaborowski second, to approve the 2015 clinical services budget. Motion carried 6-0.

### **Criminal Justice Collaborating Council (CJCC)**

Luczaj reviewed the 2015 CJCC budget including financial and position summaries, program highlights, outcomes and activities. The CJCC budget includes the following programs: alcohol treatment court (ATC), community service options, drug treatment court (DTC), day report center (DRC), pretrial intoxicated driver intervention (OWI) and jail adult basic education (ABE).

In response to Zaborowski’s question, Luczaj explained that the federal ATC expansion grant which serves fourth offense OWI offenders ended September 30, 2014. No more federal ATC funding is available at this time. The 2014 budget provides fourth quarter tax levy funding for the expanded program. The program will reduce capacity in January 2015 to pre-grant levels. The DTC three-year grant, which also ended on September 30, received a nine-month, no-cost extension through June 30, 2015 for approximately \$86,400 in unspent grant funds. Zaborowski said he is surprised funding is being cut to these programs since there is demonstrated need. Zaborowski said he is concerned that the reduced budget will hurt program participants. Luczaj said 2.0 FTE case managers were cut from ATC and 1.0 FTE case manager and 1.0 RPT coordinator will be cut from DTC when funding

ends. In response to lowered funding, the programs are implementing new screening tools to help determine and select the highest risk/highest need participants for the program. Staff will look at shifting resources if capacity is reached.

Yerke asked won't selecting all high risk/high need participants affect outcomes? Luczaj said the industry standard is to serve high risk/high need participants. Providing such significant services to low risk participants could be harmful. Paulson said he would expect high risk/high need participants to have a higher risk of failure which would consequently affect program outcomes.

The committee discussed DTC services and participant struggles. Howard commented that addiction is a complicated issue and she is glad that people are graduating from the program.

### **Future Agenda Item**

- DTC Statistics (Yerke)

Motion: Paulson moved, Howard second, to approve the 2015 CJCC budget. Motion carried 5-1 (Brandtjen voted no).

### **Public Health**

Healy-Haney and Jones presented the 2015 public health division budget including financial summaries, strategic outcomes, program highlights and activities. The public health division budget includes the following programs: public health administration, child health, maternal health, women, infants and children nutrition (WIC); community health and communicable disease control.

In response to Brandtjen's question, Spaeth said page 554 lists the department's positions by division.

Howard asked are there opportunities to hire bilingual staff to reduce interpretation costs? Healy-Haney said a number of staff are bilingual and available daily; however, the clinic's customers are a diverse population, speaking a variety of languages including Spanish, Farsi, Chinese, Mandarin, Burmese, etc. and additional help is needed.

In response to Yerke's question, Healy-Haney said the division has reduced the number of FTEs due to changes in the clinic and efficiencies of the new building.

Yerke asked does the WIC program staff work with FoodShare? Jones said the programs have very different qualifications. Program staff refer clients to appropriate programs and services. Robertson said having public health and economic support staff in the same building is quite efficient.

Motion: Paulson moved, Zaborowski second, to approve the 2015 public health budget. Motion carried 6-0.

### **Administrative Services**

Setzer reviewed the HHS budget overview on pages 156-157 of the county executive's 2015 proposed budget highlighting significant increases and decreases. Setzer then reviewed the 2015 administrative services and family care payments to the state programs budgets including financial summaries and program highlights.

Yerke said he was surprised to learn the cost of cloud subscriptions and hosting. Information technology staff informed him that there is a cost for cloud hosting but the process also frees up servers and staff and provides savings.

In response to Brandtjen's question, Setzer said there are no adjustments to family care payments in this budget. Per Yerke's request, Setzer provided a brief historical overview of family care. Family care provides consolidated care for residents with increased transparency and consistency.

Motion: Howard moved, Zaborowski second, to approve the 2015 administrative services budget. Motion carried 5-1 (Brandtjen voted no).

**Discuss and Consider Possible Amendments to the 2015 Operating Budget for the Department of Health & Human Services**

Brandtjen said she has concerns with the HHS staff salary increases in the budget and wants to make an amendment to eliminate pay increases for the department. Paulson asked if Brandtjen would like to discuss her concerns with the committee. Brandtjen said she needed time to develop amendments. Spaeth explained the amendment process.

**Approve the 2015 Operating Budget for the Department of Health & Human Services**

Motion: Paulson moved, Zaborowski second, to approve the 2015 HHS operating budget. Motion carried 5-1 (Brandtjen voted no).

Motion: Howard moved, Walz second, to adjourn the meeting at 11:17 a.m. Motion carried 6-0.

Respectfully submitted,

Janel Brandtjen  
Secretary